Version 2 Management

Group Mission and Charter

# Mission

The Version 2 Management Group provides day-to-day oversight of the processes related to Version 2 products throughout their lifecycle. This includes ensuring Version 2 product quality, monitoring scope and consistency with Standards Governance Board (SGB) principles and aiding in the resolution of Version 2 related intra and inter-work group issues.

## Objectives

The Version 2 Management Group will focus its energy on enabling and ensuring the following:

* Version 2 development is coordinated and consistent across the organization and of high quality
* Work groups have timely feedback and guidance on V2 products
* Work Group development of Version 2 products are aligned with the broader goals of HL7 and its constituent communities
* Work groups act in a coordinated manner with quick resolution of Version 2 related disputes
* Work groups understand what is expected of them and have access to the skills and tools necessary to perform their domain specific Version 2 related work
* Known V2 risks are recorded, managed, and reviewed regularly per the SGB precept on vitality assessment.

## Work Products and Contributions to HL7 Processes

Primary activities of the Version 2 Management Group, as identified within the Business Architecture Model (BAM) include:

* Planning aspects of product line/family changes
* Developing and maintaining an inventory of products in the product family (inclusive of more detailed components)
* Assessing and approving product line-specific project proposals for submission to the TSC
* Assessing and approving publishing requests for submission to the TSC
* Creating Product recommendations
* Ensuring that quality assurance criteria are in place and applied
* Escalating unresolved issues to the TSC.
* Defining priorities within the priority management criteria which the Governance Board has created
* Supporting activities such as education and Connectathons
* Ensuring that the Work Group's development of products uses the product family methodology

Additional activities shall include:

* Proposing to SGB, as needed, precepts for the product family and adhere to those established by the SGB
* Managing the 2.x change request process

## Structure

The Version 2-MG is composed of six to ten members representing a variety of stakeholder perspectives with voting privileges. Each member is appointed by the TSC with consideration of the recommendations of the SGB.

* The HL7 Chief Technical Officer (CTO) ex officio and Product Director designee as appropriate
* Four or five member representatives from across the organization representing more than one steering division. Supporting a variety of stakeholder perspectives and domain needs. These include, but are not limited to:
  + Providers
  + ImplementersAt least one member to represent the “international” (non-US) perspective appointed by the TSC with consideration of the recommendations of the SGB and the International Council.
  + Payer
  + At least one member to serve as liaison to SGB
* Up to four additional ad-hoc members:
  + Each member is appointed by the TSC with consideration of the recommendations of the SGB based on their technical interest and understanding of Version 2 methodology, conformance, vocabulary, organizational and/or management expertise.
* Members should have domain experience in the following areas:
  + Laboratory
  + Financial
  + Admit Discharge Transfer (ADT)
* Constraints on membership:
  + Co-chairs will be selected by the members of the group and will have terms of 2 years.
    - The co-chairs of the management group may not also be a co-chair of the product family methodology group, nor the SGB
  + Member terms will be 2 years and renewable at the discretion of the Technical Steering Committee (TSC).
  + Co-chair and member terms are staggered such that approximately 50% of the member terms expire in each year.
* All members, including ex-officio members, have a vote.

# Formal Relationships with Other HL7 Groups

* The Version 2-MG reports to the TSC
* The Version 2-MG is responsible for adhering to precepts established by the SGB
* The Version 2-MG provides advice and recommendations to the SGB
* The Version 2-MG coordinates with Infrastructure and Messaging for Version 2 Methodology
* The Version 2-MG coordinates with the Publishing WG regarding V2 Publishing and Electronic Services and Tools regarding V2 tooling

# Formal Relationship with Groups Outside of HL7

The Version 2-MG has no formal relationships with groups outside HL7.